

**ULC Meeting Minutes**  
September 13th, 2021 (on WebEx)

Recorder: Nicholas Fedorchuk

Approved: 10/11/2021

In Attendance: Steven Brady, Patrick Crowley, Nicholas Fedorchuk, Carrie Michalski, Clara Ogbaa, Hayley Battaglia, Melanie Savelli

I. Minutes Approved

We approved the minutes from the April 12<sup>th</sup>, 2021 meeting (Steven Brady motioned to approve, Patrick Crowley seconded).

II. Membership

Current membership is Melanie Savelli, M'22, CMS (A&S), Nicholas Fedorchuk, M'23, ESC (A&S), Steven Brady, M'24, BIO (A&S), and Carrie Michalski, M'24, NUR (HHS). University-wide elections are currently ongoing and the ULC has vacancies from (BUS) and (EDU). The ULC is also in need of a new representative to the UCF.

III. Elections

Steven Brady ran for chair of ULC unopposed and was elected by electronic vote on Blackboard. Nicholas Fedorchuk ran for ULC secretary unopposed and was elected by electronic vote on Blackboard.

IV. Library Staff Report

The library has been conducting a search for a new business librarian. The provost has approved a candidate and they are preparing to make an offer. The library also has an ongoing search for an archivist and has received promising applicants. A request was made by members to notify the ULC about interview dates so that members may attend future interviews. A third position that needs to be filled is for the head of reference. Temporary staff changes have been made to accommodate the openings and a temporary reference librarian needs to be hired. A new dedicated makerspace librarian has been hired. Staff retirements are expected in the coming months.

V. Library Textbook Reserves

The Multicultural Center has given over 2,400 textbooks to the library to set up the university's first formal textbook program. This collection has been combined with textbooks donated by faculty or students. Textbook titles have been added to the library

system so students can search for course textbooks that they can check out. Students who borrow textbooks from the Multicultural Center collection can check out textbooks for the whole semester and other textbooks can be checked out for a limited time. The provost wants to support this program and is checking to see if foundation money can be used for adding to the collection. Faculty may elect to donate textbooks to the library or place textbooks on reserve. We talked about the feasibility of having students donate used books to the library textbook program and whether that would impact the university bookstore.

VI. Electronic Resources

New e-books, databases, journals, video services have all been added to the library collection to support online learning. These additions are listed in detail in the Fall 2021 Library Bulletin.

VII. Safety and Security

New security measures were put into place this fall at the library to address the over 6,000 missing books discovered in last year's inventory. This includes the installation of new access keys, security cameras, and monitoring software, as well as the hiring and training of new security guards and student workers. Physical measures were supported by \$39,476 in bond funds and \$10,567 from the library foundation. The police department has transferred the responsibility of hiring and training security guards to the library. \$36,000 has been transferred to the library budget from the police department for this purpose. Student workers have been monitoring the back doors and security guards have been receiving improved training.